

[Your business name]

[Street address]
[Town, postcode]
[Email]

INVOICE

No. INV-0001

ISSUE DATE
10 Sept 2026

DUE DATE
24 Sept 2026

FOR
[Customer name]
[Customer address]

DESCRIPTION	QTY	UNIT PRICE	AMOUNT
Restaurant tableware, 40 plates	40	£28.00	£1,120.00
Packaging and delivery	1	£60.00	£60.00

Subtotal £1,180.00

TOTAL DUE

£1,180.00

PAYMENT DETAILS

Bank [Bank name]
Account name [Account name]
Account no. [00000000]
Sort code [00-00-00]

NOTES

Payment due within 30 days of the invoice date.